



FORMERLY NEW YORK ASIAN WOMEN'S CENTER

32 Broadway, 10th Floor New York, NY 10004

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Job Announcement

Job Title: Staff Attorney (Full Time)

Reports to: Legal Services Manager

Womankind works with survivors of gender-based violence to rise above trauma and build a path to healing. We bring critical resources and deep cultural competency to help Asian communities find refuge, recovery and renewal.

Womankind's Community Programs provide comprehensive direct services that support the recovery of survivors and their children from domestic violence (DV), human trafficking (HT), and sexual violence (SV). We engage communities and raise awareness about DV, HT, and SV, provide support via a 24-hour multi-lingual helpline, ensure that all clients receive prompt and professional services, and provide therapeutic support that encourages self-sufficiency and empowerment.

Womankind's legal department, launched in 2011, is an integral component of our work in helping survivors gain independence and self-sufficiency, thus reducing their vulnerability to abuse and exploitation. Combining survivor-centered and culturally responsive lawyering with our holistic approach to client empowerment and advocacy, Womankind's legal department has represented clients in various forms of immigration relief, including VAWA, BSW, U Visas, and T Visas. We now seek a staff attorney to assist with immigration representation and help expand our services to provide much-needed support around family law matters, including orders of protection, custody, visitation, child support, and uncontested divorces. We seek a compassionate, dedicated, team-oriented, and goal-oriented advocate to join our legal team.

RESPONSIBILITIES:

- Provide direct representation, brief services, referrals, and consultations for orders of protection, custody, visitation, child support, and uncontested divorces
- Provide direct representation on VAWA, BSW, U visa, T visa, and other immigration applications
- Recruit, train, and supervise law fellows, law clerks, legal interns, and admin interns
- Work with Advocates and other staff and volunteers to support survivors on family law and immigration matters
- Provide presentations on family law and related topics for external and internal professionals and clients
- Special projects and other duties as assigned

QUALIFICATIONS:

- Law Degree with admission to State Bar (New York required)
- Able to speak an Asian language

- At least one year of experience providing direct representation on family law matters (orders of protection, custody, visitation, child support, and uncontested divorces)
- At least one year of experience providing assistance on immigration matters (VAWA, BSW, U/T Visas preferred)
- Familiarity with New York City family courts
- Familiarity with USCIS field offices and EOIR immigration courts
- Experience and/or knowledge of non-profit social services and working with survivors of violence
- Excellent organizational skills, including ability to effectively complete multiple tasks, priorities, and responsibilities while meeting deadlines
- Ability to work independently
- Ability to handle confidential matters
- Strong and effective verbal and written communication skills
- Ability to work with diverse populations and within a team structure
- Ability to develop and maintain effective working relationships with coworkers and volunteers

COMPETITIVE SALARY & BENEFITS PACKAGE
EMAIL RESUME AND COVER LETTER TO: yshen@iamwk.org
Womankind is an Equal Opportunity Employer